

Graduate School of Global Governance, Meiji University

Checklist for Application Documents

Name	
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*Please check(✓) the box for the application documents that you prepared.

Necessary Documents	
☐	(1) Checklist for Application Documents
☐	(2) Application Form 1 with ID-photo attached [for international students] [for Japanese students]
☐	(3) Appendix to Application Form 1
☐	(4) Application Form 2 (Form B-D)
☐	(5) ID Photo ※Need to submit another ID-photo besides the one attached to Application Form 1
☐	(6) Research Proposal
☐	(7) Official Certificates of (Expected) Graduation and Degree ※CHSI applicants should fill in the "Application Date" below.
☐	(8) Official Academic Transcripts ※CHSI or CHSI Agency in Japan applicants should fill in the "Application Date" below.
☐	(9) Copy of Master's Thesis
☐	(10) Summary of Master's Thesis (three copies)
☐	(11) Copy of Peer-Reviewed Publication in Academic Journals [NOT Mandatory] ※Submission is not indispensable but highly recommended
☐	(12) Proof of English Language Proficiency [for applicants whose first language is not English] ※TOEFL applicants should fill in the "Test Date", "Application Date" and "Appointment Number(Registration Number)" below.
☐	(13) Letter of Recommendation (SEALED) ※A recomender must directly send the letter to the Graduate School of Meiji University.
☐	(14) Copy of Passport [for International students]
☐	(15) Copy of Residence Card (both front and back) [for international students residing in Japan]
☐	(16) Statement of Financial Resources [for international students]
☐	(17) Copy of Application for Remittance [for those who remit screening fee from overseas]
☐	(18) Certificate of Dispatched Applicants [for applicants from official institutions]

Please check and fill the information if you use TOEFL iBT score.

	Name of Certificate	Test Date	Application Date
☐	Official (Institutional) Score Report		

Please check and fill the information of verification if you ask Certificate Institution to issue certificates.

	Name of Certificate	Application Date
☐	Graduation and Degree Certificates 【CHSI】	
☐	Academic Transcripts 【CHSI】or 【CHSI Agency in Japan】	